

**CLASS TITLE: District Chief**

**CHARACTERISTICS OF THE CLASS:** Directs and supervises all operational and administrative functions of all personnel within an assigned Fire District; and performs related duties as required.

**EXAMPLES OF DUTIES:** Carries out all directives of the Bureau head and the policies and orders of the Fire Commissioner; maintains adequate levels of manpower within an assigned Fire District; ensures the proper and accurate filing of fire and emergency incident reports; assumes command of all operational procedures at extra alarm fires; ensures the enforcement of labor contract procedures and policies; enforces municipal ordinances and departmental regulations; prepares schedules of inspections for firehouses, equipment and personnel; performs special tasks as assigned.

**DESIRABLE MINIMUM QUALIFICATIONS:**

Training and Experience. Career Service status as a Battalion Chief; or an equivalent combination of training and experience.

Knowledge, Abilities and Skill. Thorough knowledge of modern firefighting methods and apparatus. Considerable knowledge of departmental rules, regulations, policies and procedures. Considerable knowledge of the causes of fires and methods and practices used in fire prevention.

Ability to exercise good judgment in making decisions in high pressure situations. Ability to direct subordinate staff and maintain control of situations. Ability to maintain records and prepare reports.

Working skill in the application of modern firefighting methods, techniques and apparatus in firefighting operations. Working skill in directing the activities of other.